



FLORIDA STATE UNIVERSITY
OFFICE OF HUMAN RESOURCES
282 Champions Way
PO Box 3062410
Tallahassee, FL 32306-2410
Phone: (850) 644-6034
Fax: (850) 645-4670

MEMORANDUM

TO: President Richard McCullough Vice President Carolyn Egan
Provost Jim Clark Vice President Amy Hecht
Sr. Vice President Kyle Clark Vice President Janet Kistner
Vice President Michael Alford Vice President Stacey Patterson
Deans, Directors, and Department Heads

FROM: Renisha Gibbs, Associate Vice President for Human Resources/
Finance & Administration Chief of Staff

DATE: April 11, 2023

SUBJECT: Take Our Daughters and Sons to Work Day – April 27, 2023

Leon County Schools has announced that the annual “Take Our Daughters and Sons to Work Day” will be held on April 27, 2023. FSU has not traditionally sponsored this as a university-wide activity but endorsed flexibility for participation decisions at the division and department levels.

The following are recommended guidelines should participation be allowed:

- Any child in grades three through eight is eligible.
- An employee should request permission in advance, and participation is based upon supervisor and department head approval.
- The attached document, “Student Intent to Participate in Take Our Daughters and Sons to Work Day,” must be submitted to the participating child’s school before April 27, 2023.
- When the child returns to school, a letter from the sponsoring department substantiating the excused school absence is required.
- Take any appropriate precautions to ensure the child’s safety.

Should you have any questions, please contact Shelley Lopez at s.lopez@fsu.edu.

cc: DDD-Listserv
Department Representatives